



Commonwealth of Massachusetts  
Executive Office of Energy & Environmental Affairs

# Department of Environmental Protection

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RFQ BRP-RFQ-2017-10-WMA-GIS-Mapping  
COMMBUYS Document #: BD-17-1045-BRP00-BRP01-12703

## **RESPONSE TO QUESTIONS**

1. Who/what firm provided the products of the historical infrastructure mapping projects for the inventory of Community Water Systems?

- A. In 2002, MassDEP staff utilized roadway maps to code water and sewer service areas within the southeast region.

In January 2004, through the Water Assets Project funded by the MA Executive Office of Energy and Environmental Affairs (EOEEA), the Water Supply Territories data was developed by EarthTech. It provided polygon data for 131 municipalities (mainly eastern MA) to delineate general areas served by public water suppliers. See: <http://www.mass.gov/anf/research-and-tech/it-serv-and-support/application-serv/office-of-geographic-information-massgis/datalayers/pwsterr.html>

The EOEEA funded Water Assets Project, completed in 2007, also included a collection of infrastructure linework for 84 communities (mainly in SERO and WERO) that identify existing water and sewer lines. Data from this project was developed through various regional planning agencies (RPAs).

In 2007, the MA Department of Public Health (MDPH) Bureau of Environmental Health (BEH) developed roadway centerlines compiled from address matched billing addresses received from 76 municipal water departments.

In 2008, the Horsley Witten Group, Inc. completed the "Final Report: Water and Sewer Service Area Maps (by Town). Taunton River Watershed Project Phase I Final Report. Item 13." This was made available as part of Virtual Commons, the open-access institutional repository of Bridgewater State University. It provides the water and sewer service areas for 38 communities. See: [http://vc.bridgew.edu/cgi/viewcontent.cgi?article=1012&context=taunton\\_riv\\_ph1](http://vc.bridgew.edu/cgi/viewcontent.cgi?article=1012&context=taunton_riv_ph1)

This information is available in alternate format. Contact Michelle Waters-Ekanem, Director of Diversity/Civil Rights at 617-292-5751.

TTY# MassRelay Service 1-800-439-2370

MassDEP Website: [www.mass.gov/dep](http://www.mass.gov/dep)

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2. Is DEP going to use the MassGIS certified vendor list in assessing responses?
  - A. Eligible Bidders for this RFQ are confined to pre-qualified firms deemed eligible to provide services through the ITS53 ProjServGIS Statewide Contract. There is no MassGIS certified vendor list that will be used to assess responses.
3. Is there a limitation to pre-qualified firms through the ITS53 ProjServGIS Statewide Contract?
  - A. Please see the answer to Question 2.
4. How does one qualify for this program; is it advertised or is it on a rolling basis?
  - A. The ITS53 ProjServGIS Statewide contract does not allow a rolling enrollment for vendors. The next opportunity to apply will be when the state opens the procurement to replace ITS53ProjServ, which expires 6/30/2019. Generally, the state issues the replacement Request For Responses (RFR) about 4 to 8 months before the contract expires; however, it will be announced on COMMBUYS. The RFR will include any certifications/qualifications needed to qualify for the program.
5. Please explain which tasks and deliverables are expected to be completed from the estimated contract date of March 31, 2017 to June 30, 2017. Does the DEP believe that the scope of work (Tasks 1-5) can be completed in 65 business days?
  - A. All tasks and deliverables are expected to be completed as noted within the RFQ. MassDEP recognizes the limited timeframe for work completion, and recommends that firms responding to the RFQ propose innovative project management solutions on how to address these time limitations as part of the RFQ response.
6. Supplier Diversity Program (page 21) - for this RFQ, what % of the project value is considered a "significant financial commitment to partner"? Is there a threshold lower limit, such as 10% of the project value?
  - A. There is no specific percentage of the project value that is deemed to be a "significant financial commitment to partner," with respect to SDP, nor is there a threshold lower limit value. SDP Plan Forms #1, as submitted by bidders with their responses, are evaluated on a case by case basis by the procurement team within the context of the overall project.
7. If this is a continuance, which firm or firms have been performing the work? Is their work deemed satisfactory by the DEP? Is the firm or firms currently or previously performing this work eligible to bid on this RFQ?
  - A. This is not a continuance of any one particular mapping program; but rather, a compilation of historical projects to identify gaps by MassDEP. Please see the answer to Question 1 for the firm(s) that have contributed to the historical data available. It is not within MassDEP's purview to comment on completed work through previous efforts that were not under MassDEP direction. Please see the answer to Question 2 for firms eligible to bid on this RFQ.

8. Noting that this has been issued through ITS53 Statewide GIS contract and identified as GIS Mapping work, please explain the rationale for the following qualification criteria - "relevant technical expertise in the design, operation, and requirements for Massachusetts Water utilities" (page 7, Section 3.2)? How are you defining "relevant technical expertise" in this context?
- A. The rationale for including relevant technical expertise in the design, operation, and requirements for Massachusetts water utilities is to ensure that bidders are already familiar with the components of water utility systems, and limited time for project completion is not spent by a bidder learning the appropriate terminology specific to water utilities (i.e., force main versus gravity line versus distribution line etc...). In this context, "relevant technical expertise" is defined as having the technical knowledge and ability to complete the tasks defined in the RFQ.
9. For each task, the scope of task activity and deliverables is open ended or unspecified. For example the number of POTWs to be contacted and met with, the number of systems to be mapped, and the amount of linework and other features to be mapped, etc. Please comment on whether the work can be performed on a Time and Materials basis in order to allow for the lack of specificity in the scope of work.
- A. The tasks and deliverables are all identified with specificity within the RFQ in Section 3. As indicated in RFQ Section 3.5.1, the "compensation [for the project] will be based solely on the fixed price quote and the cost tables (budget) supplied by the Bidder in the proposal, as negotiated and accepted by MassDEP prior to contract award. The project's fixed price quote must contain all goods and services to be provided through this Contract." Therefore, Bidders must provide a fixed price quote with respect to the specified deliverables. While the Statement of Work (SOW) template attached to the RFQ provides the option of contractor services on a time and materials (T&M) basis, T&M cost structures are not available to Bidders for this project, which is a fixed price engagement.
10. What changes have been made to the Esri Water Utility Model Template Standard Fields by MassDEP? Please provide a copy of the revised template to inform our response to the scope of work and pricing.
- A. Currently, no changes have been made to the ESRI Water Utility Model Template Standard Fields; however, some fields within this template are not well defined and may not be utilized. Any required changes to the standard field names and data structure will be made available to the selected contractor.
11. **Section 1.1** – It is mentioned that this project is a "continuance" of a previous effort. Would the state be willing to divulge who completed the initial effort and the general scope for that effort?
- A. The "continuance" referred to within Section 1.1 of the RFQ is referring to the inventory being conducted by MassDEP staff regarding the availability and status of water utility infrastructure maps statewide. This inventory is ongoing due to the breadth of information, and is a compilation of available internal map information, historical mapping project information and mapping which has already been made publicly available online.

12. **Task 2 Wastewater GIS** – Regarding development of GIS databases, could the DEP briefly describe the general level of spatial accuracy that is anticipated? Is it fair to say that the level of accuracy and completeness of any given system is dependent on the source materials provided by POTW and that no field work (i.e. GPS) shall be completed?
- A. The level of spatial accuracy anticipated will be dependent upon the information provided by the water utility. Aside from field work required to meet with and obtain information from the participating water utilities, specific GPS field work, is not necessarily expected.
13. **Task 3 Water GIS** – Regarding the development of water system GIS databases, could the DEP briefly describe the general level of spatial accuracy that is anticipated? Is it fair to say that the level of accuracy and completeness of any given system is dependent on the source materials provided by Community Water System and that no field work (i.e. GPS) shall be completed?
- A. Please see the answer to Question 12.
14. **Tasks 2 & 3 Wastewater and Water GIS** – Could the DEP provide an estimate of the typical size of systems that they believe will need to be mapped as part of this process? Either in miles of pipe, number of customers, or community size (small, medium, large)? This will help firms develop an accurate level of effort for the project.
- A. Since the inventory of map availability and status is not yet complete, MassDEP may only speculate on the “typical size of systems” in need of mapping. MassDEP anticipates mainly small to medium sized systems will be mapped as part of this process.
15. **Task 4** – Does the state know the number of interconnection points in their existing database?
- A. Yes. There are currently 796 connection records, of which 625 are active in the existing database. These are further broken down by eight connection types.
16. **Sections 3.2 & 3.3** – Could the DEP confirm that proposals (minus resumes, project descriptions, and sample products) are to be kept to nine pages or less (3 pages for qualifications and 6 pages for problem statement, scope, team, and level of effort)?
- A. MassDEP confirms that proposals are to be kept to a total of nine pages or less as stated in Question 16 above, and in sections 3.2 and 3.3 of the RFQ.